



Neville  
Public  
Museum

Of Brown County

## NEVILLE PUBLIC MUSEUM GOVERNING BOARD

### AGENDA

*Monday May 9, 2011*

4:30 p.m.

Neville Public Museum  
Third Floor Board Room

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- I. Call meeting to order
  - II. Approve/modify agenda
  - III. Approve/modify minutes from February 14, 2011 meeting
  - IV. Director's report and Discussion of Topical Issues
  - V. Such other matters as are authorized by law
  - VI. Adjournment

Kevin Kuehn, Chair

### Next Meeting

To be determined.

*Please contact Jean at 448-7840 if you cannot attend this meeting—thank you!*

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**Neville Public Museum  
Director's Report  
To  
The Museum Governing Board**

**May 9, 2011**

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**INTRODUCTION**

This written report represents the first commentary by the museum's new Director, and as such, contains references to the internal and external review process which is now being undertaken. Museum staff members continue to work with the Director in order to increase his awareness and understanding of existing museum operations and initiatives, with the goal of allowing programs already on-the-books to continue while at the same time creating the mechanisms for change that will also be required. This includes activity in the three core areas of exhibit, education and curatorial (i.e. collections) work. In addition, meetings with external stakeholders and supporters are also occurring.

It has become clear to the Director that the Neville Public Museum finds itself in the enviable position of being both well-respected and well-loved by members of our stakeholder communities. Having said this, there are also obvious areas for 1) process improvement vis-à-vis staff interactions with the Governing Board, Ed & Rec Committee, private Neville Foundation Board and the full County Board of Supervisors.

Existing metrics and quantitative financial data are herein appended as separate attachments. These metrics will continue to inform our assessment of "success," as we work toward the 2012 budget and possible operational and programmatic change recommendations. Audience numbers through March, 2011 were better than in previous years, as was the earned revenue from the gate and from gift shop sales.

The leadership role of the Museum's Governing Board will continue to play heavily into mapping out the strategies that the Museum will develop and then implement under the new Director and administration.

**PROGRAM HIGHLIGHTS**

**Exhibits**

The "*Badger Boys...*" exhibit is attracting good audiences and press. We are preparing a plan to leverage the final weeks of the "*Hatching the past/dinosaur egg*" exhibit, closing May 22<sup>nd</sup>. Two modest art exhibits, "*Hear my Voice*" and "*Titletown*" have also been installed. The Miles Bair signature exhibit, "*The Fleeting Landscape*" had a strong run, which also resulted in additions to the Neville's art collections. Preparations are now underway for the upcoming "*Alive in Wood*" exhibit featuring the wood carvings of Gary Eigenberger, as well as for a Port Exhibit being developed in collaboration with the Brown County Port Authority.

### **Educational Programming**

Successful public events were held for the Easter holiday, and are prepared for upcoming Mother's Day and Father's day events. Adjunct programs for Learning in Retirement, produced in collaboration with UWGB, continue to reach SRO crowds and our other public program offerings (film series, lectures, workshops) continue to be well-attended. Programs with the Girl and Boy Scouts are also in development. Public lectures adjunct to the "*Badger Boys...*" exhibit are also on schedule, as are programs for the Neville's Natural History Lecture Series.

### **Curatorial Research & Collections**

Work continues on the grant-funded photo collections project through the Institute of Museum and Library Services (IMLS). To date, over 2,800 catalog records have been entered into the Museum's database. A review of collections policy will also be undertaken in the next quarter.

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Subsequent reports from the Director will incorporate feedback being solicited at the next (May 9th) Board meeting, as per the requested discussion points below.

### **Discussion points for the verbal report to - and dialog with - the Ed & Rec Committee:**

- Discussion of reporting format options, metric dashboards and the needs and expectations of the Governing Board moving forward
- Brief analysis of Director's one month internal and external review of Museum operations, brand and opportunities
- Discussion of the evolving relationship between the Museum (County), the Governing Board and the not-for-profit Museum Foundation Board
- Discussion of issues related to "growing" the museum, including reference to the existing org chart and vacant county positions
- Preliminary identification of key tactical and strategic issues